

Bluff Town Council Meeting **Draft Minutes**

January 5, 2021

Bluff Community Center at 6:00 p.m.

190 N 3<sup>rd</sup> East P.O. Box 324

435-672-9990

Regular meetings are held the first three Tuesdays of every month at 6:00 p.m. at the Bluff Community Center.

Requests to be on the agenda may be submitted in writing to Ann Leppanen (ann@townofbluff.org) at least 4

days before the meeting. Agendas and minutes are posted at:

townofbluff.org and audio, in addition, at the Utah Public Notice Website

This meeting was held electronically.

**Draft Minutes**

The meeting started at 6:00 p.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Jim Sayers, Linda Sosa, Brant Murray

Approval of Bluff Town Council Special Meeting Minutes of December 23, 2020

Sayers motioned to approve, Murray seconded and Leppanen, Hook, Murray, Sayers and Sosa voted in favor

**Unfinished Business**

**1. Introduction of Marcia Hadenfeldt and Ed Dobson by Bluff Planning and Zoning; Recommendations to the Town Council; and Discussion and Vote on Candidates (Podmore; All); Oath of Office Administered (Leppanen)**

Amanda Podmore explained that three candidates were interviewed for the two positions at the December 16<sup>th</sup> P&Z meeting and P&Z recommended Hadenfeldt and Dobson for the four-year terms. Murray motioned to accept their recommendation, Sayers seconded and Leppanen, Hook, Murray, Sayers and Sosa voted in favor. Leppanen thanked Dobson and Hadenfeldt for their willingness to serve and the expertise they bring to the Commission. Leppanen administered the oath of office.

**2. Discussion and Vote of Recommendation the Applicants for the Open Positions on the Bluff Cemetery District and Bluff Water Works (All)**

Leppanen suggested that this be deferred to a later meeting. She has been working with Mack McDonald on issues surrounding the two boards and he has not had time to explain the issues and our position to the Commissioners.

**3. Report on Meeting with Jared Beard, Utah Department of Transportation, Region 4, re: Right-of-Way and Road Signs (Leppanen)**

Leppanen had a very productive meeting with Jared Beard. The official UDOT position for the gravel pit is that they do not want to relinquish it. Beard is in conversation with SITLA to purchase land near Montezuma Creek for gravel, which is much closer to the 162/191 road project. There are various problems with the North 7<sup>th</sup> West gravel pit making it much less likely to be used: the impact of the reinstatement of the original Bears Ears National Monument, archeological features, difficulty of access, and a smaller amount of gravel. Beard said contractors frequently go to private gravel pits. Leppanen connected Beard with Mary Gillam who is willing visit sites near Montezuma Creek. Leppanen will check with Beard in several weeks after he has looked at different sources. Michael Haviken reported UDOT is working on different types of signage.

**4. Update on NetForce System (Sayers)**

Sayers reported NetForce is working on assembling the equipment and will be ready to install in the CC. He will continue to work with them.

#### **5. Update on Extension of Use of CARES Money (Leppanen)**

Leppanen explained originally CARES funds had to be spent in 2020 but that has been extended for another year, possibility because cities have had a hard time spending all their funds. Ours have been spent and are ready for a future audit.

#### **6. Update on 2021 General Liability & Property Application**

Leppanen received this form that had a due date of five days, including the holiday and weekend. It was completed and Sayers will call to confirm it next week.

#### **7. Update on Public Health (Leppanen)**

Kirk Bengé has left. Lois Young, our liaison, let Leppanen know the public health nurse and Mike Moulton will probably be in charge. UNHS has received vaccine and those 65 and older will be able to get vaccinated in Blanding tomorrow at Centennial Park from 9 -3. Leppanen suggested a survey monkey in a couple of weeks to see how many locals have gotten the vaccination, Hook thought Bob Springmeyer might be willing to set it up.

#### **8. Discussion and Vote on Municode Services (All)**

Leppanen and Murray will have a telephone conference Thursday with Municode to clarify the differences in plans.

#### **9. Discussion and Vote on Ad for Office Clerk for the Town of Bluff (i.e. language and duties in the ad; salary/hourly rate; number of hours) (Leppanen)**

The Council liked the job description Leppanen had crafted. It was decided to pay \$16 for up to 15 hours per week to allow for flexibility. \$7,500 was budgeted for the position which will include organizing and archiving many materials in the BSA file room. More services will be added as needed. Murray motioned to advertise the job description in town, in the San Juan Record and include a link to our website, Sayers seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor.

#### **New Business**

#### **10. Request by Pickleball Players for Painting the Court on the Cement of the Outside Pavilion at the Bluff Community Center (Leppanen)**

Sayers motioned to grant this request and use Parks and Rec funds, Murray seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor. The cost should be in the \$700 to \$800 range. Murray requested quotes be obtained from Steve Helgerson and Eno Kee. Leppanen will ask the CC manager to work with Michael Haviken on the project and get the two quotes.

#### **11. Report on LEAP Meeting in San Juan County and Other Disaster Related Committees (Leppanen)**

Leppanen reported Tammy Gallegos is working on getting a group of 20 together to amend the emergency preparedness plans for the County. A course and several meetings are involved. Leppanen and Fire Chief Anthony Lott are attending and Dawn Dilego and Kathy Carson were suggested. Leppanen will get more information.

#### **12. Announcement about Change in San Juan County's Economic Development Leadership and Business License Update (Sosa)**

Sosa explained that Natalie Randall has resigned as Economic Development Director and will be Executive Director of the Utah Tourism Industry Association. It is a wonderful move for her and she will still be in Monticello. Her San Juan County knowledge will be very helpful. Rick Reeb and Jen Davilla are reappointed to the County Tourism Tax Advisory Board. The 2021 business licenses have been sent out.

#### **13. UServe Utah Youth Council Applications (Leppanen/Murray)**

This was just received and is due January 7<sup>th</sup>. This is a youth service and volunteerism council for youth between 16 and 22 who are interested in service projects and leadership. It is one meeting a

month. Leppanen sent the information to Superintendent Nielson and encouraged others to talk to local kids.

**14. Discussion and Vote on Renewal of Food Pantry Lease with Ginny Burns (All)**

Sayers motioned to renew the lease for two years, Murray seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor.

**15. Reminder of 2021 Training Requirements (Open and Public Meetings Act, GRAMA) (Leppanen)**

Leppanen reminded Council members to take necessary yearly trainings in January and give the certificates to Sosa. She will sent out the conflict of interest forms. At the next meeting we will elect Mayor Pro Tem and do the yearly resolution to use Zions Bank.

**16. Discussion and Vote on Need for Accepting Credit/Debit Card Payments (Leppanen/Sosa)**

Leppanen has asked Josh Daggs of NetForce to research secure, governmentally compliant ways to accept credit card payment. Sosa suggested checking with our peer towns.

**17. Other**

Hook announced P&Z meetings will be the first and third Wednesdays at 6:00 p.m. and they will be discussing the school sign. Leppanen stressed it was good to talk to the school as our neighbor but County P&Z approved the sign before our P&Z existed. We can ask them to turn it off at night. Michael Haviken said UDOT's lighting is for safety and security but they may work with us for Dark Sky compliance.

Sayers motioned to adjourn at 7:09 p.m., Murray seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor.

Linda Sosa Recording Officer

This meeting took place electronically in order to follow the social distancing guidelines given by state and local authorities. The public was able to connect and participate electronically. For requests to receive emails/meeting invitations email [linda@townofbluff.org](mailto:linda@townofbluff.org)